

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes March 10, 2021

Meeting Host / Secretary-Treasurer at BRA Office, Suite 302, 219 E. Paw Paw St, Paw Paw MI 49079
All other attendees participated online from remote locations

Note for the Record—This meeting was held online using Zoom remote meeting software as authorized in the Michigan Open Meetings Act. The meeting notice and tentative agenda, including the Zoom Meeting ID Number and login instructions, were properly and timely posted on the county's website to allow public participation. Each Board Member who attended remotely announced upon the start of the meeting or upon subsequent arrival his/her specific remote location (municipality/county/state) as required in the Act.

Board Member Attendance Report										
Name	Position	Attendance Status	Declared Remote Location			Present	Present	+ Late	- Early	Present
			Municipality	County	State	Anytime	@ Start	Arrivals	Departs	@ End
Lisa Phillips	Chair	Did not attend meeting	Porter Township	Van Buren	Michigan	No	No			No
Jan Petersen	Vice Chair	Attended remotely	Hamilton Township	Van Buren	Michigan	Yes	Yes			Yes
Gail Patterson-Gladney	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Cynthia Compton	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Kate Hosier	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Sarah Moyer-Cale	Member	Attended remotely	Paw Paw Village	Van Buren	Michigan	Yes	Yes			Yes
Katie Strohauer	Member	Attended remotely	Kalamazoo City	Kalamazoo	Michigan	Yes	Yes		4:02 PM	No
Zach Morris	Member	Attended remotely	Antwerp Township	Van Buren	Michigan	Yes	Yes			Yes
Dr. Patrick Creagan	Member	Attended remotely	Decatur Township	Van Buren	Michigan	Yes	Yes			Yes
				Count:		8	8	0	-1	7
				Members Present:			8 of 9	8 of 9	7 of 9	7 of 9
				Quorum (Yes/No):			Yes	Yes	Yes	Yes

1. Call to Order and Determination of Quorum and Attendees

At 3:33 PM, by Vice Chairperson Jan Petersen in the Chair, in the absence of Chairperson Lisa Phillips, with attendees/absentees/remote locations/quorum status as stated above and as follows:

- a. **Board Members Present (8); Board Members Absent (0); Board Vacancies: (0).** A quorum (8 of 9) is initially present.
- b. **Staff and Others Present:** Secretary-Treasurer Wayne Nelson; Consultant Erik Peterson from Envirologic Technologies Inc.

2. Approval of Agenda--Motion by Compton, supported by Moyer-Cale, to approve the prepared agenda. Approved by a vote of 8-0.

3. Approval of Minutes of Regular Meeting held February 10, 2021--Motion by Hosier, supported by Patterson-Gladney, to approve the minutes of the Regular Meeting held February 10, 2021. Approved by a vote of 8-0.

4. Public Comment—None

5. Secretary-Treasurer's Report--Nelson presented a written report with oral enhancements and action items as follows:

- a. **Invoices for Approval--**The following invoices were presented for approval:

Amount	Vendor	Invoice #	Invoice Date	Reason
EPA Grant Invoices:				
\$ 2,326.25	Envirologic Technologies Inc	07426	2021-03-04	10336 Blue Star; B-Plan
1,191.25	Envirologic Technologies Inc	07427	2021-03-04	Sherman Hills; Elig/B-Plan
-	Envirologic Technologies Inc			
-	Envirologic Technologies Inc			
\$ 3,517.50	Envirologic Sub-Total			
-	(no other EPA Grant invoices)			
\$ 3,517.50	Total of EPA Grant Invoices			
-				
\$ 3,517.50	Total of All Invoices			

Motion by Compton, supported by Creagan, to approve the above invoices totaling \$3,517.50 for payment. Approved by a vote of 8-0.

- b. **Paw Paw Brewing Project LBRF Loan Modification**—Wayne Nelson reported that the LBRF Loan Modification with Black River Enterprises LLC and Paw Paw Brewing Company LLC, was executed earlier today and that the LBRF has received the \$15,000 principal payment as provided in the agreement. Captured taxes are likely to cover the remaining payments on this loan.

6. Other Correspondence—None

7. New Business—

- a. **BRA Board terms expiring June 1, 2021**—The terms of Lisa Phillips, Jan Petersen and Sarah Moyer-Cale expire on June 1, 2021.
 - i. Jan Petersen announced that she will not seek reappointment. Attendees were encouraged to recommend replacement candidates. Nelson will make sure that application forms are received and forwarded to the Board of Commissioners.
 - ii. Sarah Moyer-Cale announced that she is seeking reappointment to another 3-year term. The BRA will by precedent support this.
 - iii. While Lisa Phillips has told members that she plans on moving from Van Buren to Kalamazoo County later in the year, she has not announced her intent regarding her term. Wayne Nelson reported that there is no law, Bylaw or rule that prohibits appointment of persons who reside outside of Van Buren County and that we have a history of at least three such non-resident members in recent years. It thus appears to be totally within the authority of the Board of Commissioners to appoint residents or non-residents. Motion by Patterson-Gladney, supported by Compton, to support the reappointment of Lisa Phillips notwithstanding her residence, should she choose to seek reappointment. Approved by a vote of 8-0.
- b. **Paw Paw Fire Department New Facility**—Jan Petersen had received an inquiry about the Paw Paw Township's development of a new fire station on South Gremps Street near its intersection with Fadel Street, and whether wetlands were being impacted. Erik Peterson explained that the present site activity is outside the BRA activity that took place in 2019-2020, and that the BRA has no current involvement. Sarah Moyer-Cale, also Paw Paw Village Manager, stated that the township government is undertaking the activity alone.

8. Ongoing Business—EPA Grant/Brownfield Plan Project Updates—Consultant Erik Peterson made comments on EPA Grant and Brownfield Plan projects as follows:

- a. **05585 Blue Star Hwy**—The proposed Brownfield Plan has been approved by South Haven Charter Township and is still pending to advance the plan to the VBCBOC to set a public hearing and to work with county officials to have the required notices to taxing units and public hearing notices prepared, served and published by law.
- b. **413 Delaware St**—Peterson reported that the Brownfield Plan is nearly ready to be forwarded for municipal approval, upon pending review by the BP Committee (Phillips, Hosier, Strohauser, Nelson, Erik Peterson).
- c. **Departure**—Member Katie Strohauser departs the meeting at 4:02 PM. A quorum (7 of 9) remains.
- d. **10336 Blue Star Hwy**—Erik reported the BP will be soon completed for review by the BP Committee.
- e. **Sherman Hills**—ETI is actively working with the applicant, the City of South Haven, the SLBA, the VBCLBA and EGLE to advance the project. There are challenges due to previously granted but likely inappropriate Conservation Easements that the developer may be willing to swap with the Department of Natural Resources for more appropriate easements along Black River.
- f. **153 Commercial Ave**—Erik reported that ETI's work is essentially completed and Sarah Moyer-Cale reported that that applicant/owner Mike Bijani has applied to the village to locate his granite business at the site.
- g. **23944 Red Arrow Hwy**—ETI is working toward finalizing a BP if the developer is willing.
- h. **99 Walker Street in Lawton**—The matter of having a BP coupled with the new Commercial Rehabilitation Exemption for the site and the Village of Lawton's exploration of creating its own BRA are current issues.
- i. **67902 Red Arrow Hwy**—The matter of having a BP coupled with the new Commercial Rehabilitation Exemption for the site and Antwerp Township's possible objections are current issues.
- j. **No other Ongoing Business**

9. Other Business/Reports

- a. **Land Bank Report**—There was no VBCLBA meeting this month.
- b. **Economic Development Corporation and Other ED Report**—Market Van Buren has established a new partnership with the MEDC to spur ED in Van Buren and Cass Counties. Zach Morris stated Cass County is excited to partner with Van Buren on ED issues.

10. General Member Comments—There were comments that several members have or are moving through the COVID vaccination process.

11. Adjournment—Motion by Hosier, supported by Morris, to adjourn. Approved by a vote of 8-0. All business being completed, the meeting was adjourned by the Chair at 4:37 PM.



Wayne Nelson, Secretary-Treasurer
 Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

Acronym	Type	Meaning
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
SLBA	Agency	Michigan State Land Bank Authority
VBCLBA or LBA	Agency	Van Buren County Land Bank Authority
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
BP	Brownfield Term	Brownfield Plan
LBRF	Brownfield Term	Local Brownfield Revolving Fund
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing